

2018 IOA as of 1/7/2019		
Alexander District 18		
Bulk Mail Amount: \$5,000		
Month	Description	Postage Amount
January		
February		
March		
April		
May		
June		
July		
August		
September	9/26: 21,000 newsletter, letter (8.5" X 11"); 6 pages, full color, estimate, \$4,935; 9/28: 17,290; \$4063; 10/03 estimate: FIRST CLASS, \$2,071; 10/16 postage statement final	\$1,898.57
October	Total postage for 10,510 newsletter. Postage statement date 12/24/18 - Final	\$2,303.06
November		
December		
Total:		\$4,201.63
Remaining Balance:		\$798.37

All Other Budget Amount: \$2,500												
District Newsletters			District-Related Activities					Travel/Conferences				
Month	Printing	Mail Services	Ads	Subscriptions	Memberships	County Activities	Events	Registration Fee	Travel Costs	Hotel	Per Diem	Subtotal per Month
January												
Description:							City of Milwaukee press club					
Amount:							\$35.00					\$35.00
Description:												
Amount:												
Description:												
Amount:												
Subtotal:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$35.00		\$0.00			
February												
Description:												
Amount:												
Description:												
Amount:												\$0.00
Description:												
Amount:												
Subtotal:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
March												
Description:												
Amount:												
Description:												
Amount:												
Description:												
Amount:												\$0.00
Subtotal:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
April												
Description:					4-27 submission of 4-12 renewal invoice for 5-1 membership renewal thru 4/30/2019 - WICPA							
Amount:					\$160.00							\$160.00
Description:												
Amount:												
Description:												
Amount:												
Subtotal:	\$0.00		\$0.00	\$0.00	\$160.00	\$0.00	\$0.00		\$0.00			
May												
Description:												
Amount:												
Description:												
Amount:												
Description:												
Amount:												\$0.00
Subtotal:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
June												
Description:												
Amount:												
Description:												
Amount:												
Description:												
Amount:												\$0.00
Subtotal:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
July												
Description:							Waukesha County Business Alliance Aug. 23 event					
Amount:							\$20.00					\$20.00
Description:												
Amount:												
Description:												
Amount:												
Subtotal:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$20.00		\$0.00			
August												
Description:												
Amount:												
Description:												
Amount:												
Description:												
Amount:												\$0.00
Subtotal:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
September												
Description:					10-8 request ALEC two-year membership. Office withdrew \$100 request.							
Amount:												
Description:												
Amount:												
Description:												
Amount:												\$0.00
Subtotal:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			
October												
Description:	9/26 21,000 newsletter; letter (8.5" X 11"); 6 pages; full color; "same as last year"; 9/28: 17,290; 10/03: Postcard full color newsletter	9/26: 21,000 newsletter mailer 9/26 estimate: \$972; 9/28: 17,290; \$816.00; 10/16 estimate: \$196 5.052 (FIRST CLASS) estimate: \$196. 10/18 invoice			10-25 resubmission American Society for Public Administration membership		Pathfinders: sex trafficking epidemic; Bader Philanthropies; deduction removed 9/21 per request of office					
Amount:		\$191.07			\$50.00							
Description:		10-3 request 4732 District 2018 spring election, credit card purchase						10/9 request for 10/17 event, WICPA: \$219 registration: Heartfelt Leadership; 2 \$50 deductions	10/17 WICPA Mileage to Waukesha, roundtrip 33.28 miles		10/17 WICPA One Day Trip estimated maximum based on submission of itemized receipts: \$34.50/not claimed by district office	\$1,328.41
Amount:		\$50.00						\$219.00	\$18.09			
Description:	10,560 newsletter letter (8.5" X 11") full color 6 pgs.	10/16 estimate: 10,510 letter mailer/newsletter						10/25 request Dec. 11 Wi Institute of CPAs Not-for-Profit Financial Reporting; Mastering the Unique Requirements; WICPA Professional Development Center				
Amount:		\$531.25						\$269.00				
Subtotal:	\$772.32		\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$269.00	\$506.09			
November												
Description:								10/25 request Nov. 15 Wi Institute of CPAs, Accounting & Auditing Conference 8 AM- 4:30 PM (Economic & Financial Market Outlook/FASB Update Part 1/FASB II/Overview of Tax Reform for Businesses; Technology is taking over the World; Your World; All in the Family: Audit Issues when Working with the Family Business Client				
Amount:								\$329.00				\$668.00
Description:								10/25 request Nov 9 Wi Institute of CPAs Wisconsin Tax Update: DOR update on new tax laws; preparation of WI tax returns				
Amount:								\$70.00				
Description:								10/25 request Dec 14 Wi Institute of CPAs CPA CFO/Controller's Road Map to Organization Success with Integrated Planning, Forecasting & Budgeting				
Amount:								\$269.00				
Subtotal:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$269.00	\$668.00			
December												
Description:	12-11 County banner, departmental cover costs				11/30/2018 GFOA membership renewal request/10/31/2018 invoice 11/01/2018-10/31/2019							
Amount:					\$150.00							\$150.00
Description:												
Amount:												
Description:												
Amount:												
Subtotal:	\$0.00		\$0.00	\$0.00	\$150.00	\$0.00	\$0.00		\$0.00			
Grand Total:									\$2,361.41			
Remaining Balance:									\$138.59			